

ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

**Monday, January 12, 2009
Conference Room 218 (Second Floor)
City Hall
715 Princess Anne Street
Fredericksburg, VA**

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, January 12, 2009, beginning at 12:00 noon in Conference Room 218 (second floor), City Hall, Fredericksburg, 715 Princess Anne Street, Fredericksburg, Virginia.

Present. Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung.

Absent. None

Also Present: J. Brian's Taproom: Brian Hyland and Jon Van Zandt; **Attorney,** Blanton Massey; **The Free Lance-Star:** Pam Gould; **Department of Economic Development and Tourism: Marketing and Information Specialist:** JoAnn Locklair, **Economic Development Manager:** Kimberly Schill.

Determination of a Quorum.

Ms. O'Neill, Secretary, determined that a quorum was present.

Approval of Agenda.

Chairman Warlick asked for changes, additions, or deletions to the agenda.

Ms. O'Neill made a motion to approve the agenda as submitted. It was seconded by Ms. Herlong and passed by the following recorded votes. Ayes (7). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung Nays (0). None.

Approval of Minutes.

Regular Meeting Minutes of December 8, 2008.

Mr. Limbrick made the motion to approve the December 8, 2008 regular meeting minutes. Motion was seconded by Mr. Hornung and passed by the following recorded votes. Ayes (6). Conrad Warlick, Dana Herlong, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (0). None. Ms. O'Neill abstained from voting because she did not attend the December 8, 2008 meeting.

Chairman's Report.

Grant Request – Brian Hyland – Chairman Warlick stated that this request was tabled at the last meeting due to lack of sufficient information to make a decision. He turned the meeting over to Mr. Hyland and Mr. Van Zandt who presented additional information on construction of a small outdoor entertainment venue, projected budget allocation, and timeline of project. Ms. O'Neill made a motion to discuss the J. Brian's Project. It was seconded by Mr. Limbrick and passed by the following recorded votes. Ayes (7). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (0). None. The Board discussed the project and how much should be granted. Ms. O'Neill made a motion to end the discussion on the J. Brian's Project. Motion was seconded by Mr. Wilson and passed by the followed recorded votes. Ayes (7). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (0). None. Ms. O'Neill made a motion to give the J. Brian's backyard project \$25,000.00. Motion was seconded by Mr. Wilson. Mr. Pullen entered a substitute motion to grant J. Brian's \$25,000.00 in FY2009 and \$25,000.00 in FY2010 to pay for the entrance improvements as shown in the plans on Caroline Street and Hanover Street and to partially fund a new stage. Motion was unanimously approved by the following recorded votes. Ayes (7). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (0). None.

Grant Request – Arts Commission – Chairman Warlick introduced Mr. Solley who talked to the Authority about the JumpstART! grant program. He stated that one of the objectives of the Arts Commission is to promote public art in the city. He requested that the Authority clarify the requirements and amount of grant funds that will be designated for individual grants. He said the Arts Commission has some grant projects that they would like to submit for the Authority's meeting in April. One project is in conjunction with the city. He explained a potential new project for an artistic Bike Rack development for various downtown corridors. Following discussion, it was decided that the criteria for JumpstART! be revised, the Arts Commission to come up with a plan for the project, and submit to the Authority for a grant.

Chairman Warlick appointed Mr. Limbrick as the EDA representative to the Arts Commission.

Treasurer's Report.

Mr. Hornung noted that the financial statement for November 2008 was emailed to the members of the EDA. Chairman Warlick directed Ms. O'Neill, Secretary of the EDA, to file the Treasurer's Statement with the minutes.

Mr. Hornung reported the following transactions were completed in December:

- Closing of the PNC Checking Account in the amount of \$5,201.13 and transferred to the PNC Money Market Account.
- 5 CDs at Union Bank and Trust matured and were renewed to 2 CDs at Union Bank and Trust for a 11-month term (Interest Rate 3.60%, Annual Percentage Yield 3.66%) in the amounts of \$103,151.36 and \$103,151.34.
- Withdraw of \$90,314.00 from PNC Money Market Account and money placed in a Union Bank Money Market Account (Interest Rate 2.96%, Annual Percentage Yield 3.0%). Mr. Hornung indicated that Ms. O'Neill and Mr. Wilson need to sign the Corporate Authorization Resolution for the Union Bank & Trust Money Market Account.
- Mr. Hornung made a motion to approve any one of the three signers on the Economic Development Authority Union Bank and Trust Account to transfer funds back and forth between the money market account, checking account, and the CDs at Union Bank and Trust. Motion was seconded by Mr. Pullen and passed by the following recorded votes. Ayes (7). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Joe Wilson, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (0).

Mr. Hornung distributed and discussed the EDA Expenditures and CD Renewal Strategy (see attachments). He recommended that a schedule be done to renew CDs quarterly. In addition, Mr. Hornung proposed that the PNC Money Market Account be closed and the money moved to the Union Bank and Trust Money Market Account which has a higher rate. After a brief discussion, Mr. Wilson recommended that Mr. Hornung meet with Mr. Kinard at PNC Bank to see if PNC would match the rate at Union Bank.

Mr. Hornung discussed the 5-year projected income on bond issuance fees. Ms. Locklair stated that the project income and a list of all the bonds that the EDA have issued are in their books under "Bonds".

Chairman Warlick informed the Board that the following projects were approved but have not received invoices for payment: a) brick sidewalks around the Methodist Church and b) archaeological dig on the site of the new downtown hotel. Ms. O'Neill made a motion that the EDA send a reminder to the City requesting invoices on the above stated projects. Motion was seconded by Ms. Herlong and passed by the following recorded votes. Ayes (6). Conrad Warlick, Dana Herlong, Mary Jane O'Neill, Chris Limbrick, Rick Pullen, and Chris Hornung. Nays (1). Joe Wilson.

Ms. Locklair noted that the Financial Report for Fiscal Year Ended June 30, 2008 is in their book.

Committee Report.

There was no committee report at this meeting.

Staff Report.

Fredericksburg Roundtable – Ms. Schill reported on the first Fredericksburg Roundtable held on January 6. She indicated 42 people attended and Phil Rodenberg was the guest speaker. She informed the Board that Mr. Hornung will be the speaker at the next meeting on February 3 at Frederick's Restaurant, beginning at 8:00 a.m.

JumpStart! Mixed Use Ordinance and Parking Ordinance – Ms. Schill reported the Mixed Use Ordinance and the Parking Ordinance will go before the Planning Commission Wednesday, January 14, and if they are approved, will go to City Council in February.

VECTEC Program – Ms. Schill presented information on this program. She stated this program is an E-commerce Business Assistant Grant Program. The program is set up with a lot of the EDAs throughout the state. Ms. Schill was asked to invite Lisa Hull, Northern Neck Regional Director of VECTEC to come and explain the program to the EDA.

Arts Commission – Ms. Schill stated that the Commission is working on their strategic plan.

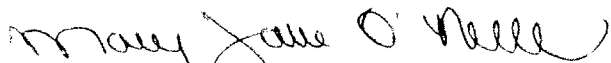
Old Business.

Grant Criteria Review – Chairman Warlick reported that he met with Ms. Herlong, Ms. Schill and Ms. Locklair to discussed the grant criteria. Ms. Herlong stated that the criteria is a work in progress and will need to be redefined. She said the next step is to create a score sheet for events and the arts to include the cap and criteria to be in place by February. Additional comments and suggestions should be emailed to Ms. Herlong and Ms. Schill for the score sheets.

IRS Audit of Fredericksburg Affordable Housing, L.P. (Hazel Hill Apartments) and appointing an agent to handle request – Mr. Massey informed the Board that Mr. Shimer, EDA's bond attorney, has sent everything on Fredericksburg Affordable Housing, L.P. (Hazel Hill Apartments) to the Internal Revenue Service.

Adjournment.

There being no further business to come before the Economic Development Authority at this time, the meeting adjourned at 2:00 p.m.


Mary Jane O'Neill, Secretary